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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Admin. & Training Staff/OS

FROM : Acting Chief, Security Research Staff/OS

SUBJECT: Status of Typing and Clerical Situation

DATE: 28 August 1958

The following is to advise the status of typing and other clerical work as regards the particular project:

NUMBER OF TAPES BEING TRANSCRIBED 4 25X1A

NUMBER TO BE TRANSCRIBED 12

SECRETARIES WORKING ON TAPES 2 part-time

ESTIMATED AMOUNT OF MATERIAL RECEIVED FROM [REDACTED] TO BE
TRIPLICATED BY THERMOFAX..... 1800 PAGES

ESTIMATED DAYS OF SECRETARIAL HELP REQUIRED FOR COMPLETION OF
TYPING 23 25X1A

ESTIMATED DAYS REQUIRED FOR TRIPLICATION OF [REDACTED] MATERIAL.....6 $\frac{1}{2}$

It is to be noted that the above figures, due to circumstances involved, are only an estimate.

25X1A9a

25X1A9a

ms [REDACTED] *182*

see

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